

From: HertzWu, Sara
To: Werst, Jolleen
Subject: RE: Question re FOIA process for SUPR
Date: Monday, April 08, 2013 8:03:00 AM

Yes. Thanks Jolleen. I talked with Audrey and we are going to start sending our docs for you to enter in SDMS so hopefully we will keep up with the FOIAs. Thanks!

From: Werst, Jolleen
Sent: Monday, April 08, 2013 7:54 AM
To: HertzWu, Sara
Subject: RE: Question re FOIA process for SUPR

Sara

I think we are off the hook for this one. Let me know if we still need to talk.

Thanks

Jolleen

ps: hope you are feeling better

From: HertzWu, Sara
Sent: Wednesday, April 03, 2013 7:39 AM
To: Werst, Jolleen
Subject: RE: Question re FOIA process for SUPR

Jolleen: I am on bed rest so working AWL for two weeks. If we can discuss over the phone, that would be great. Would you like me to give you a call on Thursday or Friday? We can chat at 9 on Thursday or after 3:30. I am open all day Friday.

Thanks for your help.

Sara

From: Werst, Jolleen
Sent: Wednesday, April 03, 2013 5:55 AM
To: HertzWu, Sara
Subject: RE: Question re FOIA process for SUPR

Sara

We probably need to get together so I can explain the process. I am out of the office today at 1145. I will be here on Thursday AWL on Friday, here on Monday AWL half day on Tuesday then I leave for vacation. So we need to get together before then.

Let me know when is good for you

Thanks

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Jolleen

From: HertzWu, Sara
Sent: Monday, April 01, 2013 2:29 PM
To: Werst, Jolleen
Subject: Question re FOIA process for SUPR

Jolleen: I am assisting Audrey on a FOIA response by coordinating the gathering of documents from the air program. Audrey said that the normal procedure was to send the documents to you. If the documents are email or electronic, how do you want them sent to you? Do you want them in the native format? If not, what is format you would like the documents in?

If there is anything else I need to know about your normal process, please let me know.

Thanks in advance for your help.

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